

# PENDLETON COUNTY FISCAL COURT

## May Term, May 25, 2010

COURT MET PURSUANT TO ADJOURNMENT  
With  
HONORABLE HENRY BERTRAM, COUNTY JUDGE/EXECUTIVE  
Presiding

MEMBERS PRESENT: Bobby Fogle, Gary Veirs, Stacey Wells, Alan Whaley

MEMBERS ABSENT: None

COUNTY ATTORNEY: Jeff Dean

Invocation was given by Squire Veirs, Pledge Allegiance lead by Judge Bertram

### In Re: Agenda

Judge Bertram presented the agenda for this meeting. Whereupon Squire Wells made a motion to accept the agenda as presented, seconded by Squire Veirs, motion carried.

### In Re: Approval of Minutes

Fiscal court Clerk, Vicky King, presented the minutes from the May 3<sup>rd</sup>, 2010 Special Called Meeting and the May 11<sup>th</sup>, 2010 meeting, whereupon Squire Veirs made a motion to approve the minutes, seconded by Squire Fogle, motion carried.

### In Re: Approval of Treasurer's Report

Pendleton County Treasurer, Vicky King, presented a written report for the month of April at the May 11<sup>th</sup>, 2010 meeting, whereupon Squire Whaley made a motion to approve the reports as presented, seconded by Squire Wells, motion carried.

### In Re: Public Hearing regarding the use of Municipal Road Aid Funds

Judge Bertram ask for a motion to go into public hearing regarding the use of Rural Municipal Road Aid Funds, whereby Squire Wells made a motion, seconded by Squire Whaley to go into public hearing, motion carried. Judge Bertram ask for public comment regarding the use of the Rural Municipal Road Aid Funds, being no comment, Squire Fogle made a motion, seconded by Squire Wells to return to open session, motion carried.

### In Re: Public Hearing regarding the use of LGEA Funds

Judge Bertram ask for a motion to go into a public hearing regarding the use of LGEA Funds, whereby Squire Whaley made a motion, seconded by Squire Veirs to go into public hearing, motion carried. Judge Bertram ask for public comment regarding the use of the LGEA Funds, being no comment, Squire Fogle made a motion, seconded by Squire Wells to return to open session, motion carried.

### In Re: Lawn Care Bid Award at New Justice Center

Judge Bertram presented the bids for lawn care at the New Justice Center, he explained that there had been a mandatory walk thru for all bidders at which time a complete explanation of all services required had been given. Three bidders were present at this walk-thru with only one of those present submitting a bid, based on the recommendation of the project development board Squire Veirs made a motion to award the lawn care bid to Troy's Custom Services, seconded by Squire Fogle, motion carried.

*Troy's Custom Services* 404-8871  
*James E. Fogle* 654-3765  
*Perrin Landscaping & Maintenance* 620-4078

Troy's Custom Services, operators Troy Gregg, Brian Crouch  
4823 Snake lick Rd. Berry, KY 41003  
Troy 859-409-8871, Brian 859-242-0195

To: Judge Henry Bertram

Subject: Proposal for New Pendleton Co. Justice Center.

Listed is the bid detail for mowing, trimming and mulching at Justice Center. Any questions or concerns please call Troy or Brian. Attached are the Addendums for weed-eating creek, remulching and watering of trees and shrubbery.

1. Mow and Trim Grass, Police Grounds of any Rubbish, Limbs or Garbage.
  - a. Starting June 1 thru October 2010 and May of 2011, these months consist of 26 weeks.
  - b. \$300 each service at 26 weeks.

Total: \$7,800.00

2. Mulch and Maintenance to mulched areas.
  - a. Mulch calculated at 20 scoops with black platinum or triple shredded dark mulch at 4" depth, by May 1, 2011.
  - b. Edge all trees and shrubbery.
  - c. Apply granular weed control to all mulch beds.
  - d. Weed mulched areas as needed.
  - e. Apply liquid weed control to "rocked" areas of grounds.
  - f. Dress and/or apply mulch for "fall", by September 30, 2010.

Total: \$1600.00

Total Amount for listed services: \$9,400.00

Thank You,

Troy Gregg



Brian Crouch



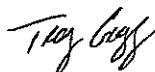
Addendum #1

1. Weed-Eat of Creek Banks
  - a. Weed-Eat along creek banks with trimmers and bushhog.
  - b. Time and date of work at request of Judge Henry Bertram.

\$300.00 per service.

Thank You,

Troy Gregg



Brian Crouch



Date: May 18, 2010

Addendum #3

1. Watering and Care to Trees and Shrubbery.
  - a. Watering devices for all trees and shrubbery, Tree Gators and Soaker Hoses: \$740.00
  - b. Labor for each watering service: \$140.00

Thank You,

Troy Gregg



Brian Crouch



Date: May 18, 2010

References

Brian Crouch:

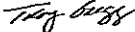
1. Pendleton Court House
2. Woodheads Funeral Home, Mary Hillenmeyer
3. Peoples Funeral Home, John
4. Falmouth Baptist, Marty McKinney

Troy Gregg:

1. Firestone Building Products, Roger Mair... Plant Supervisor 859-291-4900 ext. 63033
2. Demossville Post Office, Kim... Post Master 859-472-2557
3. Robert Orlando, Government Engineer 978-204-9229

Thank You,

Troy Gregg



Brian Crouch



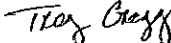
Date: May 18, 2010

Addendum #2

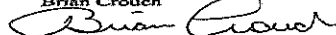
1. Re-mulching
    - a. Edge all trees and shrubbery.
    - b. Add mulch to obtain 4" depth in mulch beds.
    - c. Apply weed control.
- \$1200.00

Thank You,

Troy Gregg



Brian Crouch



Date: May 18, 2010

In Re: Janitorial Care Bid Award at New Justice Center

Judge Bertram presented the bids for Janitorial Care at the New Justice Center, he explained that there had been a mandatory walk thru for all bidders at which time a complete explanation of all services required had been given. Four bidders were present at this walk-thru with only two of those present submitting a bid, based on the recommendation of the project development board Squire Veirs made a motion to award the Janitorial care bid to Scioto Services with a low bid of \$39,604 annually, seconded by Squire Wells, motion carried.

JANITORIAL

NAME	PHONE
Commercial Cleaning Solutions	Scott Heringer 472-2915
April DeLuca	859 445 1187 A+P Cleaners
MORRIS Floor Care	513-580-4941 William + Eric MORRIS
SCIOTO SERVICES	
GAROLD BARNHART	513-502-6172
Local Rep. SHANA FRANZ	(859) 991-9966 / 654-4756 Home
GAROLD.BARNHART@SCIOTO-SERVICES.COM	
mheringer@insightbb.com	

May 18, 2010

Dear Mr. Bertram, Project Development Board, and Fiscal Court of Pendleton County,

**Commercial Cleaning Solutions** appreciates this opportunity to present a proposal for cleaning the new Pendleton County Justice Center. Based on our inspection of the facility, our understanding of your needs and our experience and attention to detail; we have attached a service schedule/agreement that will provide you with a high quality cleaning each and every time.

I'm a life-long resident of Pendleton County and my employees are residents of this county. My cleaning business is founded on:

**Honest, professional, hardworking individuals  
who pay attention to detail and provide the highest  
level of service.**

We are looking forward to adding the Pendleton County Justice Center to our list of satisfied customers.

If you have any questions or need additional information please call me immediately at 859-322-0492 or 859-472-2915.

Sincerely,

*Scott Heringer*

Scott Heringer  
Owner, **Commercial Cleaning Solutions**  
524 Wright Road  
Butler, KY 41006

**Attachments:** Cleaning Proposal Bid  
References  
Addendum #1

1112  
1082926  
53740  
5589176  
3910000  
1689676

1112  
1082926  
53740  
5589176  
3910000  
1689676

**Commercial**  
Cleaning Solutions

Cleaning Proposal

Commercial Cleaning Solutions  
Scott Heringer  
524 Wright Road, Butler, KY 41006  
859-322-0492

Bid Presented For:	Pendleton County Judge Executive and Fiscal Court
Address:	233 Main Street, Falmouth, KY
Contact Name:	Henry Bertram
Contact Phone:	654-4521
Yearly Price:	\$45,984.90 (\$1.20 sq. ft. x 35,373 sq. ft.)

DAILY

Service Required	Service Required
<b>Trash</b> Trash containers-empty, replace all soiled or torn liner; clean as needed Trash-pick up all litter not put in trash containers Dispose of boxes and other items marked "TRASH" by the building's occupants Dispose of trash and garbage in dumpsters or area designated for city/county pick-up	<b>General Cleaning</b> Spot clean surfaces (horizontal and vertical) to remove all smudges, cup rings, spills, nicotine residues, etc. Clean and disinfect all drinking fountains Clean and polish entrance doors Spot clean all other window and door bright-wear and glass Clean and polish work counters and public work surfaces (clerk area counters, litigation tables, conference room tables, etc.) Clean all public seating. Brush-out or vacuum if cloth, wipe off if wood.
<b>Floors</b> Vacuum all carpeted high traffic areas (including halls, corridors, circulation within open office areas, etc.) Spot clean carpets with commercial carpet cleaner or (if necessary) spot remover and wet/dry vacuum to ensure stains are removed rather than spread and set Damp mop all hard surfaced (non-wood) traffic areas, buff only necessary areas Dust mop all wood traffic areas	<b>Break Rooms</b> Clean and disinfect (sanitize) all tabletops and counter tops Clean any food spillage around cooking appliances (stoves, microwave ovens, coffee makers, etc.) and refrigerators Clean and polish sinks
<b>Restrooms</b> Renew all supplies (paper towels, tissue, soap, etc.) Clean and polish all glass and mirrors Clean and disinfect commodes and urinals, inside and out Flush commodes and urinals Clean and disinfect washbasins and walls around washbasin Clean and disinfect all tiled wall surfaces and partition walls Clean and disinfect all dispensers (paper towel, toilet paper, soap, etc.) Clean and disinfect entrance doors, including bright surfaces (door knobs, push plates, etc.) Clean and disinfect all floors	<b>Outside Building</b> Trash containers-empty, replace all soiled or torn liner, clean as needed Trash-pick-up all litter not put in trash containers Dispose of trash and garbage in dumpsters or area designated for city/county pick-up Smoker's outpost-empty as needed Maintain perimeter sidewalks, outside stairs and ramps that provide direct access to the building and/or property, in a clean, debris-free manner
<b>General</b> Maintain a general listing of all mechanical and electrical system deficiencies or failures as observed during cleaning operations (e.g., burned-out lights, inoperative HVAC components, holes in walls, broken ceiling tiles, etc.) Provide access to the list at an agreed location with the COJ point of contact.	<b>Emergencies</b> Respond to plumbing backups. Have plumber on call for service. Cleanup as required after emergency is resolved.

Cleaning Proposal  
(Page 3)

Commercial Cleaning Solutions  
Scott Heringer  
524 Wright Road, Butler, KY 41006  
859-322-0492

Service Agreement:

- Justice Center will be cleaned five days a week, Monday through Friday.
- A cleaner(s) will be onsite during operating hours (8:00 a.m. – 4:00 p.m.)
- Commercial Cleaning Solutions is covered by Auton Insurance for \$1 million in general liability. a certificate of insurance will be sent upon acceptance of this service agreement.
- Commercial Cleaning Solutions employees are bonded in the amount of \$5,000. A certificate of bonding will be provided upon acceptance of this service agreement.
- Pendleton County Justice Center will provide all supplies and equipment.
- Janitorial services will begin upon contract signing.
- Bid proposal pricing will be honored for 1 year.

Acceptance of Proposal:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# References

Our customers are very important to us since they provide us with the means to make a living.

Below is a list of those customers that can be contacted:

**Griffin Industries**  
1176 Bryan Griffin Road  
Butler, KY 41006  
Contact: Bryan Griffin (859-781-2010)  
Or Mike Halcomb (859-472-7361)

**Rumpke of KY**  
1374 Bryan Griffin Road  
Butler, KY 41006  
Contact: Deborah Angel (859-472-7339 ext. 7676)

**The Lazy K Ranch**  
1184 Sisy Road  
California, KY 41007  
Contact: Howard or Terry Kiler (859-991-0876)

**Commercial**  
Cleaning Solutions

JANITORIAL

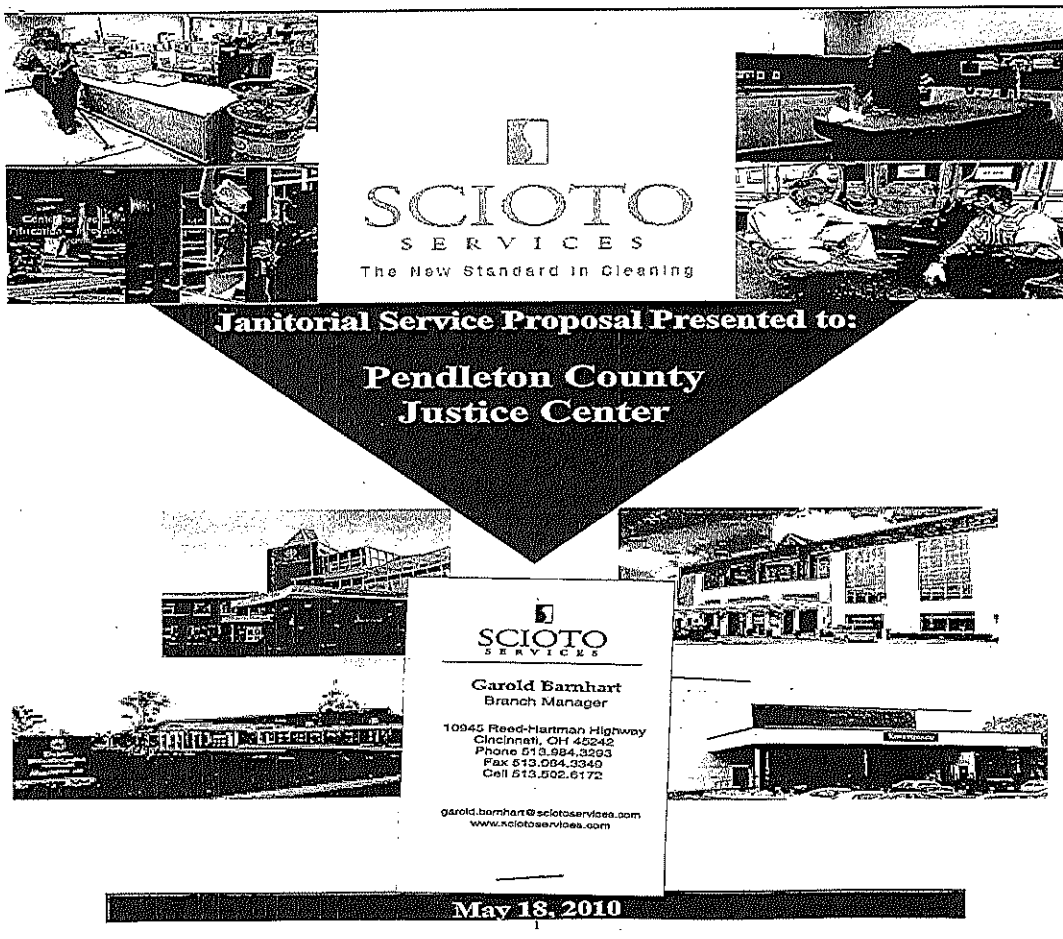
## Addendum #1

*Scott H. Homan* 5/14/10  
COMPANY REPRESENTATIVE TOURING FACILITY

I VERIFY THE ABOVE REPRESENTATIVE HAS TOURED ALL AREAS OF THE FACILITY MENTIONED IN THIS BID

*Mike P. Bate* 5/14/10  
OWNER'S REPRESENTATIVE DATE

*Ronnie McCall* 5-14-10  
COURT OF JUSTICE REPRESENTATIVE DATE



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- 3-Part Quality Assurance Program**

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## Section 1 Organization

**Scioto Services, LLC**  
10945 Reed-Hartmann Highway  
Cincinnati, Ohio 45242  
P: 513-502-6172  
F: 513-984-3349  
Website: [www.sciotoservices.com](http://www.sciotoservices.com)

### 1.1 Qualifications and Experience

Scioto's qualifications begin with our approach to business. We have a business model and philosophy that is centered on customer service. In addition, we have over 34 years of experience providing janitorial services to premier facilities.

#### Business Philosophy

Scioto serves our clients by executing our business philosophy and model on a daily basis. Our business philosophy is simple. We serve three customers:

- Our Client
- Our Associate
- Our Community

**Client** – Part of being an expert in providing cleaning services to Government Agencies is understanding that we are cleaning for health. Our management team works with each of our associates so they understand why they are cleaning. Our management staff also sets the daily cleaning schedule to assure that all tasks are completed.

**Associate** – We screen and hire the best associates, pay them well, offer them benefits, and encourage them to be part of the process. Our approach works, because we have a higher caliber of associate serving you.

**Community** – Scioto serves the community by being involved in over 40 charities a year. Our team raises thousands of dollars for local causes and organizations.

#### Business Model

This is the process by which we translate our philosophy into dollars and cents. Simply put, it is smart business to pay more in salary and benefits to get more in customer service and productivity. We execute our business model by excelling at 3 things:

- People
- Process
- Management

By doing this, we reduce our turnover and gain customer service. Our current associate turnover is 53%. By reducing turnover, we are also able to reduce the need for retraining.



WE SERVE OUR CLIENTS BY SERVING OUR ASSOCIATES

#### Examples of Scioto Clients



HONDA



Our first service promise is to be selective in hiring the right front line cleaning personnel.

Our management team focuses on training and developing our associates to provide you with quality consistent and reliable service.





## Section 2 Personnel

Scioto will begin to serve the Pendleton County Fiscal Court through selective hiring. We will deliver highly skilled associates. We will do this through our selective hiring process. In the past year, we only hired 13% of those that applied with us.

Scioto's commitment to staffing is of most importance because our people are the key to our success. Our staffing process starts by recruiting the most qualified pool of applicants. The key to our recruiting process is being selective. Scioto Services has a Candidate Quality Control System in place. This system assists our recruiters in making the right hiring decisions. The first step is determining whether an applicant is a "Scioto Fit".

A "Scioto Fit" is someone that matches our company culture:

- Self respect
- Professional attitude
- Takes pride and satisfaction in their work
- Flexible and friendly

### 2.1 Selective Hiring Process:

- Initial interview:  
The recruiter determines if the applicant is a "Scioto fit". Interview questions are asked based on the DISC method (Dominance, Influence, Steadiness, & Compliance). After successfully completing the first interview, applications are processed. References are checked and work history is verified.
- Second interviews  
Account Manager completes the second interview. This is so the on-site management team is involved in the recruiting process. They make the final decision on each candidate. This is not typical on the cleaning industry.

Second interview questions are also based on the DISC method. Questions are asked in such a way that any inconsistencies between first and second interviews become obvious. The DISC method helps determine an applicants' behavior (can do / will do / will fit). This includes their ability to handle: problems and challenges; people and influence others; change and pace themselves; and rules and procedures set by others. What makes us a great organization is our ability to read people and put them in the right positions to maximize their effectiveness.



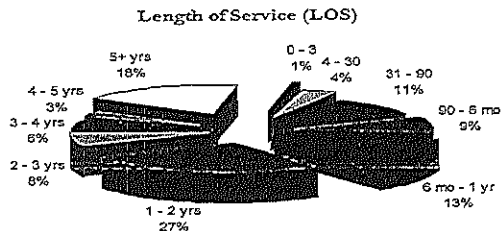
### Background Check:

- Social Security Number is verified
- National criminal background check is completed (using Open On-Line).
- BSCI / FBI Finger Print checks as needed.
- Drug Screening – 9 panel drug screen

Our screening process has been very successful in hiring the best associates. In the past year, we hired 13% of the people that applied with us.

Evidence of our effective recruiting process can be found in our turnover rate and length of service (LOS) statistics:

- Scioto turnover rate is 53%
- Industry Average turnover is 311% (source: Cleaning Management Magazine)
- Fast Food turnover is 285%
- Scioto LOS = 2.4 years
- Industry Average < 1 year



Scioto Services prides itself on the selection and training of our associates.



## 2.2 Training:

### Associate Orientation:

Scioto's approach to training for our staff is based on 3 fundamental principles:

- 1.) Respect for the individual
- 2.) Knowledge of our industry
- 3.) Customer Service

Orientation is the first step in our training process. Each associate must attend Orientation before going to the job site. Orientation is typically 3 hours.

During Orientation, the following topics are covered:

- Scioto History - culture
- Overview of Benefits (medical, vacation, holiday- pay, 401-K, Direct Deposit, etc....)
- Customer Groups – (Clients, Associates, Suppliers, & Community)
- Handbook - Policies & Procedures
- Progressive Discipline
- Drug Free Workplace
- Time Sheets
- Safety Training (Hazardous Communication, Hazmat, & MSDS)
- Chemical training
- Blood borne Pathogen

Associates also receive on the job training to teach specific tasks and cleaning standards. This also includes site specific chemical orientation (MSDS).



## 2.3 Turnover:

Current Turnover is 53%

Industry average > 311% (source: Cleaning Magazine)  
Fast food industry > 285%

Scioto works hard to reduce turnover. Reducing turnover is one of our fundamental beliefs. By reducing turnover, we increase client satisfaction.

We are able to achieve lower turnover by:

- Being more selective during the hiring process
- Treating our associates with respect (offering gift cards and other incentives)
- Better Management and Processes
- Company Events - Casino Night, Company Picnics, etc...
- Offering a career path to associates
- Working more effectively with the Service Employee International Union (SEIU)

Scioto offers the following benefits to full time employees:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Prescription card
- Life Insurance
- Paid Time Off (Vacation)
- Paid Holidays (6)
- Flexible Spending Accounts
- Associate Events (Casino Night)
- GED Reimbursement & Bonus
- College Tuition Reimbursement
- Leaves: Medical, Family, Jury Duty & Bereavement
- 401 K
- 529 Plan
- AFLAC
- Credit Union
- Associate Referral Bonus

Offering these benefits helps us promote, hire, and retain a more productive work-force. Benefits are as follows:



## 2.4 Management:

### Responsibilities include but are not limited to:

- Customer service
- Maintaining clear communication with the client and staff
- Performing periodic audits
- Managing associates
- Setting expectations
- Maintaining budgets
- Tracking inventory
- Coordinating any special event / emergency cleaning
- Associate morale

### 24/7/365 Contact & Communication:

You will be provided with contact information to reach our management team 24 hours per day 7 days per week. In addition, since we are operated as a local company, you will have access to top management.

### Float Crew

We have a float crew. The Float Crew is there in the case of a call-off, we back fill positions from our float crews. These float crews also assist with floor work, Special projects and emergency needs (i.e. floods).



## 2.5 Support:

Senior Management and off site management support is provided in a number of different ways. From an operational stand point:

1. Human Resource Support – We have a full time recruiter that executes our Selective Recruiting Process. We have a full time HR Director that assists in policy enforcement, safety, and benefits.
2. Operations Support – assist w/ budgets and paper work.
3. Senior Management is involved on a daily basis to make sure the organizational culture is maintained (focus on Customer Service).

AUTONOMY is at the center of our management philosophy. Our Account Management team has autonomy to make decisions. In addition, our executive team is involved in daily operations by providing leadership to our Account Management team.

Scioto has over 34 years of experience providing janitorial services. We have earned a reputation of providing a high quality service by focusing on customer service.

We are able to provide higher levels of customer service by reducing Associate turnover. The key to our success is our management style and the longevity of our Associates within our accounts. And, it is our ability to recognize front line talent and promote from within. This allows us to start new accounts with experienced Associates.

- Scioto's turnover rate is 33%
- Industry average > 311%
- Fast food industry > 285%

The first step in exceeding your expectations is having the right management team and associates in place to serve you. The second step is having a selective hiring process (Last year, Scioto hired only 13% of those that applied with us).

In summary, our management philosophy is to give autonomy to our managers. In turn, they manage our Associates and treat them with respect and dignity. The result is excellent cleaning with high customer service.

A measurement of our philosophy's success can be found in our client retention rate at 96%.



### Section 3 Quality Service

We will begin to self regulate ourselves by doing what we say we will do. We will utilize our selective hiring process and place high quality associates at your facility. Your Account Manager will manage our people and processes. We will ensure quality by self regulating our quality operating system – described below:

1. **Initiate Operational Cleaning Cards (OCC)**  
The Operational Cleaning Card is an instruction sheet for each associate. It is a daily "to-do" list. This is a translation of the client's specifications into daily associates' tasks. This assures that all of the associates assigned to your account understand the expectations set forth by you and our management staff.
2. **Perform Quality Audits**  
Scioto's Quality Audit Program was designed to ensure complete satisfaction at all levels of service provided. The program consists of customized audit forms, inspection reports and grade cards that clearly identify expectations and measure performance accordingly. The Quality Audit Program is a series of checks and balances that bring forth unparalleled service in our industry. We have found that by utilizing this system, we are able to deliver superior service by continuously measuring our performance.
3. **Perform Client Satisfaction Survey – (web-based survey)**  
Client satisfaction Survey goes a step further than routine inspections. It measures the overall satisfaction of our customers via an on-line survey. This on line survey is sent out every 6 months. This additional step in our quality program will close performance gaps. This information is used to prevent and anticipate service failures. Results are shared with the client.

- Client Satisfaction Survey measures:**
- Professionalism of our Associates
  - Professionalism of our Managers
  - Follow-up of our Managers
  - Our Total Responsiveness to your Needs
  - Meet or Exceed Your Expectations



Scioto utilizes American EPAY for electronic time keeping. This system also helps us manage our nightly labor by alerting the Supervisor (via Blackberry) when cleaners have not clocked in.

Our Account Managers utilizes Blackberrys to aid in timely communication.



#### Section 4 References

**Hamilton County Courthouse**  
1000 Main Street  
Bill Scholl (513) 946-7670  
Anthony Matre (513) 946-5030

**Jobs and Family Services**  
Hamilton Co. Dept of Human Services  
222 E. Central Pkwy  
Cincinnati, OH 45202  
Bill Scholl (513) 946-7670

**County Administration Building**  
138 East Court Street  
Cincinnati, Ohio 45202  
Anthony Matre (513) 946-5030

**Hamilton County**  
237 William Howard Taft  
Cincinnati, Ohio, 45219  
Bill Scholl (513)946-7670

The scope of work is similar to the Pendleton County Fiscal Court scope of work. Each facility is significantly larger, however the function of the buildings are similar.

**Franklin County**  
James Gooden  
614-462-3800  
373 South High Street  
Columbus, Ohio 43215  
[jagooden@franklincountyohio.gov](mailto:jagooden@franklincountyohio.gov)

Scioto Services provides nightly janitorial services for 1.5 million square feet of Franklin County office space. Four of the buildings in the Franklin County cleaning contract (Courthouse, Services Building, Hall of Justice, and the Juvenile Detention Center) have similar security requirements to the Pendleton County fiscal Court building in this bid. The square footages are substantially more, however the scope of work performed in each building is similar. In addition, traffic patterns are also expected to be comparable.



#### Section 5 Uniforms

Scioto Associates wear uniforms and pictured badges.  
The following are examples of our uniforms:

**Associate Uniform**

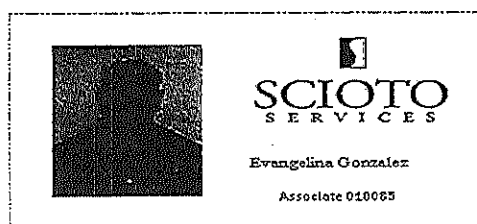


**Manager Uniform**





#### Associate ID Badge



## Section 6 Additional Information

### 6.1 MRSA / H1N1Flu Experience:

MRSA is Methicillin Resistant Staphylococcus Aureus. The same decontamination procedures are used for H1N1. Scioto Services has performed several large-scale MRSA clean-ups and have a dedicated MRSA clean-up team that has established a MRSA decontamination process that has been very effective in killing and preventing MRSA.

The following is a list of some of the larger scale decontamination projects Scioto has performed:

- Franklin County – Juvenile Detention Center – October, 2007 Scioto completed a 4 day MRSA clean-up of this 100,000 square foot facility.
- Columbus State Community College – Day Care Center – November 2007 Scioto completed a 2 day MRSA clean-up of this 40,000 square foot facility
- Ohio BWC – William Green Building - provided yearly MRSA cleaning from 2007 – 2009
- Hamilton County – Scioto completed Departmental emergency H1N1 Flu sterilization on an as needed basis to stop the spread of the Flu at Hamilton County Facilities.

## 6.2 Specialty Hard Surface Floor Care:

Scioto offers innovation through our 3-part catalyzed floor finish – Endurance Coating.

This floor finish can last up to 5 years without the need to burnish. Over a period of time, this product will save operating cost and improving aesthetics. Areas that are normally scheduled to be burnished quarterly will look as though they have been burnished bi-weekly.

Examples can be seen below:



## Section 7 Cost

**Daily, Weekly & Monthly Cleaning Cost:** **\$ 2,774.00/Month**

**Semi-Annual Services:** **\$ 3,385.00/ Year**

- Polish and Buff all hard- surfaced(non-wood) floors
- Scrub and clean all Terrazzo and Ceramic/Quarry Tile
- Clean all wood floors- apply polish and buff
- Clean all High Traffic carpeted floor (hot water extraction)
- Mop all sealed concrete floors
- Vacuum clean all drapes and blinds
- Clean Light fixtures and lenses (NIC-Need more information to price)

**Annual Services:** **\$ 2,830.00/ Year**

- Clean all carpeted floors (hot-water extraction)
- Clean and polish all windows interior and exterior
  - Note alternative price to include high windows please add \$100.00
- Pressure Clean walkways

**Total Monthly Cost including all semi and annual services** **\$3,292.00/ Month**

### Pricing Assumptions:

- Costing is based on 5 days per week service (Monday – Friday)
- Pendleton County shall provide all Cleaning Equipment, Supplies, Products and the cost of Consumable Supplies (paper, hand soap, liners, etc...)
- Drug Testing and Background Checks shall be paid for by Pendleton County
- Price includes :
  - Selective Hiring Process
  - Training & Orientation Costs
  - Management Over-site
  - Carpet spotting on an as needed basis
- Semi- Annual/ Annual Hard surface floor care is priced separately (See Above)
  - Note: Terrazzo Floors are to be mopped and buffed only no floor sealer is included for this flooring. Grout/ Join Sealer is not included, however Semi-Annual stripping and waxing of ceramic tile floors and joints is priced separately (See above)
- Semi-Annual/ Annual Carpet Extraction is priced separately- High Traffic areas to be cleaned once/ year and all carpeting to be cleaned once per year (See above)
- Annual Window Washing is priced separately (See above)
- Annual Pressure Clean Walkways is priced separately (See above)



We have tailored the cleaning program to provide the best possible cleaning service at the best possible price.

We are providing on site leadership by staffing the Court House with a supervisor and a cleaning technician. The supervisor will be scheduled for three days a week and will be your primary contact for daily needs. The cleaning technician will be there to clean two days a week. Staffing this account with an onsite supervisor in addition to a cleaner will allow us to provide trained backup if the need arises. We feel that having two dedicated Scioto associates as well as access to the Float Crew will provide you with the most reliable service possible while giving us the flexibility to meet your needs.

The supervisor will also schedule and monitor the progress of the semi-annual and annual projects. She will be there to ensure the special projects are completed on time and that they meet our high quality standards.

Scioto Services strives to create a service driven partnership with our clients. We will continuously look for ways to save you money and add value. An open partnership is the best way to achieve this. Our goal is to hire associates that are committed, knowledgeable and reliable. We train our staff to be professional and up to date with the latest products and methods. Our investment in them provides ownership for you our customer. The operations aspect of our business is reliable and value driven. We are there to meet your needs.

There are cheaper ways of approaching this proposal however I feel this business model will provide Pendleton County Fiscal Court the best value for the price.

I would appreciate the opportunity to discuss our proposal with you in more detail and are happy to answer any questions that you may have. Please call if I may be of further assistance.

Thank you

Garold Barnhart  
Scioto Services  
[Garold.Barnhart@sciotoservices.com](mailto:Garold.Barnhart@sciotoservices.com)  
(513) 502-6172



#### Section 8 Specifications provided by Pendleton County

##### A. DAILY SERVICES:

###### INSIDE BUILDING:

###### Trash:

- Trash containers-empty, replace all soiled or torn liner, clean as needed
- Trash-pick up all litter not put in trash containers
- Dispose of boxes and other items marked "TRASH" by the building's occupants
- Dispose of trash and garbage in dumpsters or area designated for city/county pick-up

###### Floors:

- Vacuum all carpeted high traffic areas (including halls, corridors, circulation within open office areas, etc.)
- Spot clean carpets with commercial carpet cleaner or (if necessary) spot remover and wet/dry vacuum to insure stains are removed rather than spread and set
- Damp mop all hard surfaced (non-wood) traffic areas, buff only necessary areas
- Dust mop all wood traffic areas.

###### General Cleaning:

- Spot clean surfaces (horizontal and vertical) to remove all smudges, cup rings, spills, nicotine residues, etc
- Clean and disinfect all drinking fountains
- Clean and polish entrance doors
- Spot clean all other window and door bright-wear and glass
- Clean and polish work counters and public work surfaces (clerk area counters, litigation tables, conference room tables, etc.)
- Clean all public seating. Brush-out or vacuum if cloth, wipe off if wood

###### Break rooms:

- Clean and disinfect (sanitize) all tabletops and counter tops
- Clean any food spillage around cooking appliances (stoves, microwave ovens, coffee makers, etc.) and refrigerators
- Clean and polish sinks

###### Restrooms:

- Renew all supplies (paper towels, tissue, soap, etc.)
- Clean and polish all glass and mirrors
- Clean and disinfect commodes and urinals, inside and out
- Flush commodes and urinals
- Clean and disinfect washbasins and walls around washbasin
- Clean and disinfect all tiled wall surfaces and partition walls
- Clean and disinfect all dispensers (paper towel, toilet paper, soap, etc.)
- Clean and disinfect entrance doors, including bright surfaces (door knobs, push plates, etc.)



- Clean and disinfect all floors

**Emergencies:**

- Respond to plumbing backups. Have plumber on call for services
- Cleanup as required after emergency is resolved

**General:**

- Maintain a general listing of all mechanical and electrical system deficiencies or failures as observed during cleaning operations (e.g., burned-out lights, inoperative HVAC components, holes in walls, broken ceiling tiles, etc.)
- Provide access to the list at an agreed location with the COJ point of contact

**OUTSIDE BUILDING:**

**Trash:**

- Trash containers-empty, replace all soiled or torn liner; clean as needed
- Trash- pick up all litter not put in trash containers
- Dispose of trash and garbage in dumpsters or area designated for city/county pick-up
- Smoker's outpost-empty as needed
- Maintain perimeter sidewalks, outside stairs and ramps that provide direct access to the building and/or the property, in a clean, debris-free manner

**B. WEEKLY SERVICES:**

- Dust, high (above desktop level, including signage) and low (below desktop level)
- Clean baseboards
- Clean wainscot (except for restrooms, which are cleaned daily)
- Mop and buff all hard-surfaced flooring
- Mop all stairs
- Vacuum all carpeted flooring, including edge vacuuming
- Clean all window ledges
- Remove cobwebs and bugs from high areas, lights, and corners

**C. MONTHLY SERVICES:**

- Surface clean and polish desks and work surfaces from which users have removed all or most items
- Surface clean file and storage cabinets (where accessible)
- Vacuum air diffusers and grills

**D. SEMI-ANNUAL SERVICES:**

- Apply polish and buff hard-surfaced (non-wood) floors to a high gloss
- Scrub and clean all stone or ceramic/quarry tiled floors
- Clean all wood floors-apply polish and buff wood floors
- Clean all high-traffic carpeted floors (hot water extraction method)
- Mop all soiled concrete floors
- Clean light fixtures and light fixture lenses
- Vacuum clean all drapes and blinds

5

**E. YEARLY SERVICES:**

- Clean all carpeted floors (hot water extraction method)
- Clean and polish all window interiors and exteriors
- Clean all blinds
- Strip and clean all hard-surfaced (non-wood) floors
- Apply sealer to all hard-surfaced (non-wood) floors
- Strip and seal joints in stone or ceramic/quarry tiled floors - *ENCLAVE*
- Pressure clean walkways

**Drug Testing:**

Any employee of the janitorial service shall pass a drug test and may be subject a random drug test at any time.

**Administrative Code:**

Janitorial service along with his or her employees shall be subject to any and all applicable sections of the Pendleton County Administrative Code and shall be presented a copy of such at contract signing.

**Janitorial Contract:**

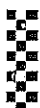
The winning contractor shall sign a contract with the Pendleton County Fiscal Court for a period of one year with clauses that may discontinue the contract by either party should either part have a need for discontinuances.

6

JANUARY

Addendum #1

SCIO TO SERVICES  
COMPANY REPRESENTATIVE TOURING FACILITY  
GAROLD BARNHART 513-502-6172  
I VERIFY THE ABOVE REPRESENTATIVE HAS TOURED ALL AREAS OF THE  
FACILITY MENTIONED IN THIS BID  
[Signature] 5/14/10  
OWNER'S REPRESENTATIVE DATE  
Ramona McCall 5-14-10  
COURT OF JUSTICE REPRESENTATIVE DATE



05-24-'10 12:59 FROM-Scioto Services

5139843349

T-288 P0001/0001 F-719

513-502-6172



Section 7 Cost

Daily, Weekly & Monthly Cleaning Cost:

\$ 2,774.00/Month

Semi-Annual Services:

\$ 4,505.00/ Year

- Polish and Buff all hard- surfaced(non-wood) floors
- Scrub and clean all Terrazzo and Ceramic/Quarry Tile
- Clean all wood floors- apply polish and buff
- Clean all High Traffic carpeted floor (hot water extraction)
- Mop all sealed concrete floors
- Vacuum clean all drapes and blinds
- Clean Light fixtures and lenses

Annual Services:

\$ 2,930.00/ Year

- Clean all carpeted floors (hot-water extraction)
- Clean and polish all windows interior and exterior
  - Note alternative price to include high windows is included
- Pressure Clean walkways

Total Monthly Cost including all semi and annual services

\$3,394.00/ Month

Pricing Assumptions:

- Costing is based on 5 days per week service (Monday – Friday)
- Pendleton County shall provide all Cleaning Equipment, Supplies, Products and the cost of Consumable Supplies (paper, hand soap, liners, etc...)
- Drug Testing and Background Checks shall be paid for by Pendleton County
- Price includes :
  - Selective Hiring Process
  - Training & Orientation Costs
  - Management Over-site
  - Carpet spotting on an as needed basis
- Semi- Annual/ Annual Hard surface floor care is priced separately (See Above)
  - Note: Terrazzo Floors are to be mopped and buffed only no floor sealer is included for this flooring. Grout/ Join Sealer is not included, however Semi-Annual stripping and waxing of ceramic tile floors and joints is priced separately (See above)
- Semi-Annual/ Annual Carpet Extraction is priced separately- High Traffic areas to be cleaned once/ year and all carpeting to be cleaned once per year (See above)
- Annual Window Washing is priced separately (See above)
- Annual Pressure Clean Walkways is priced separately (See above)

**In Re: Approve Purchase of Wood Chipper**

Squire Whaley made a motion to approve the purchase and payment of a wood chipper from State Surplus, seconded by Squire Fogle, motion carried.

**In Re: Appointment to Northern Pendleton Fire District**

Squire Veirs made a motion to reappoint Don Neltner to the Northern Pendleton Fire District Board, seconded by Squire Whaley, motion carried.

Don Neltner's position

Subject: Don Neltner's position  
From: "Keith Gunkel" <kgunkel@verdin.com>  
Date: Tue, 11 May 2010 15:26:54 -0400  
To: <pendjug@fuse.net>

Good afternoon Henry just a quick note to give an update. Don Neltner has shown great interest in remaining on the Northern Pendleton Fire District Board And his term is expiring soon. It is with high regard the Board would recommend for Mr. Neltner to remain as a valued member. Thank You  
Keith W Gunkel  
Chairman of the Board.  
5/11/2010

No virus found in this incoming message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 8.5.437 / Virus Database: 271.1.1/2867 - Release Date: 05/11/10 06:26:00

1 of 1

5/11/2010 5:14 PM

**In Re: Appointment to BOA**

Squire Veirs made a motion to appoint Matthew Kirsh to the Board of Adjustments to fulfill the unexpired term of Ron Redden, Squire Whaley seconded motion, motion carried.

**In Re: KACo Insurance Rates for 2010-2011**

Judge Bertram presented the court with the Fiscal Year 2011 All Lines Fund Renewal Quote, and the KACo Workers' Compensation Fund Renewal Quote; this was informational only, no action taken.



KENTUCKY COUNTY INSURANCE SERVICES, INC.  
4229 Bardstown Road., Suite 101, Louisville, KY 40218  
502-493-0925 • 877-626-5200 • Fax 502-493-0976

May 12, 2010

Hon. Henry Bertram, Judge/Executive  
Pendleton Co. Fiscal Court  
Courthouse Square  
Falmouth, KY 41040

RE: KACo All Lines Fund Renewal Quote  
KACo Workers' Compensation Fund Renewal Quote  
July 1, 2010 - July 1, 2011

Dear Judge Bertram:

On behalf of the KACo Insurance Programs, I am pleased to enclose your renewal premiums for the captioned coverage's. Premiums have been based upon information that you have provided to us when you up-dated the Statement of Values Form and Employee Estimated Payroll data as requested.

Rates are guaranteed for a period of 1 more year. Premiums will increase/decrease based upon changes in values, number of vehicles, budget and number of employees; not your rates. This rate guarantee will expire with the 2012 renewal.

After reviewing the renewal premiums and the reasons for any changes, if you should have any questions, please do not hesitate to contact me at 1-877-626-5200. I will be available to come to a fiscal court meeting to discuss these changes, if you should so desire.

Thank you for your continued support of the KACo Insurance Programs and we look forward to serving your insurance needs again this year.

Sincerely,  
Larry W. Denney, ARM  
KACo Marketing Agent

**KACo All Lines Fund**

Premium for Policy Year July 1, 2010 – July 1, 2011	\$ 86,020
Premium for Policy Year July 1, 2009 – July 1, 2010	\$ 86,932
Percentage Increase or Decrease	-1%
Dollar increase/decrease	- \$ 912

**Reasons for Increase or Decrease**

No Changes

**KACo Workers' Compensation Fund**

Premium for Policy Year July 1, 2010 – July 1, 2011	\$ 31,030
Premium for Policy Year July 1, 2009 – July 1, 2010	\$ 31,867
Percentage Increase or Decrease	- 2.6%
Dollar Increase or Decrease	- \$ 837

**Reasons for Increase or Decrease**

- Schedule Credits increased

**SUMMARY**

**TOTAL ACCOUNT PREMIUMS** ( KALF & Workers' Compensation)

Premiums for Policy Year July 1, 2010 – July 1, 2011	\$ 117,050
Premiums for Policy Year July 1, 2009 – July 1, 2010	\$ 118,799
Percentage Increase of Decrease	- 1.15%
Dollar Increase or Decrease	- \$ 1,749

**\*\* COVERAGES ARE QUOTED ON A PACKAGE BASIS ONLY. WE WILL NOT WRITE ONE LINE OF COVERAGE WITHOUT THE OTHER.**

**NOTE:**

The KACo All Lines Fund policy is for a term of July 1, 2009 – July 1, 2012 with a 3 Year RATE GUARANTEE. Premium for this policy will only be changed if values and unit exposures either increase or decrease in the ensuing policy renewals.

The Workers' Compensation Fund is for a term of one year only and will be adjusted if rates increase/decrease, payrolls increase/decrease and your Experience Modification factor increases/decreases in the ensuing policy renewals. The RATE is NOT GUARANTEED, as this is not allowed for Workers' Compensation in Kentucky.

**In Re: First Reading of Ordinance Creating Subdivision Road Taxing District on Eagle View Drive**

County Attorney Jeff Dean read in summary form the ordinance creating a subdivision taxing district for the residents and property owners on Eagle View Drive. This will serve as the first reading on this Ordinance.

**NOTICE OF ORDINANCE**

The Pendleton County Fiscal Court holds first reading of an Ordinance entitled as follows:

**PENDLETON COUNTY FISCAL COURT  
ORDINANCE NO. \_\_\_\_\_**

**SUBDIVISION ROAD TAXING DISTRICT**

**AN ORDINANCE CREATING A SUBDIVISION ROAD TAXING DISTRICT, PER KRS 65.182 AND ALL NON CONFLICTING PROVISIONS OF KRS 179.700 THROUGH KRS 179.735, FOR THE PURPOSE OF MAINTAINING A SUBDIVISION STREET, SPECIFICALLY EAGLE VIEW DRIVE, WHICH IS NOT IN THE COUNTY ROAD MAINTENANCE SYSTEM**

The Ordinance provides for, among other things, the creation of a subdivision road taxing district (the "District") pursuant to KRS 65.182, along with all non conflicting provisions of KRS 179.700 through KRS 179.735, and said District shall have all the powers and duties as set out, or anticipated therein. Said District shall be known as the Eagle View Drive Subdivision Road Taxing District.

The boundaries of the District are along a subdivision street, specifically Eagle View Drive. The property subject to taxing per this ordinance are described as the following: Being lots One (1) through twenty-three (27) known as Eagle View Drive, as depicted in Plat and Plan thereof, Prepared by H.M. Crabtree., Registered Land Surveyors 2514 of 281 Pine Lane, Lucasville, Ohio 45648, Filed on June 10th, 1997 in Plat Cabinet 1, Slide 114 at the Pendleton County Clerk's Office, and including all streets as laid out in the Plat and Plan. All property owners within the subdivision that are provided ingress and egress by this street are subject to remitting the tax leveled on their property at a rate as decided by the District Board of trustees. The boundaries for this District may be enlarged or diminished by following the provisions identified in KRS 179.700 through 179.735.

The Ordinance also provides for the creation of a Board of Trustees, the method of election and appointment to said Board, the terms of office and powers and duties of the Board. The Ordinance also empowers the Board to establish a tax rate to be imposed upon property within the District and the method of collection of said tax by the Board.

A full copy of this Ordinance is available for inspection at the office of the Pendleton County Judge/Executive, Courthouse, Falmouth, Kentucky 41040.

**HENRY W. BERTRAM  
PENDLETON COUNTY JUDGE/EXECUTIVE**

**Publish on June 1st**

**In Re: Appointment to the Regional Tourism Commission**

Squire Whaley made a motion to appoint Shirley Merrill to the Regional Tourism Commission, seconded by Squire Veirs, motion carried.

**In Re: Library Board Appointments**

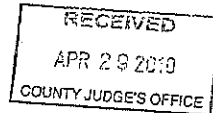
Squire Fogle made a motion to reappoint Patrick Clore and Courtney Stephenson to the Pendleton County Library Board, seconded by Squire Whaley, motion carried.



EDUCATION AND WORKFORCE DEVELOPMENT CABINET  
Kentucky Department for Libraries & Archives

Steven L. Beshear  
Governor

PO Box 537  
300 Coffee Tree Road  
Frankfort, KY 40602-0537  
(502) 584-8300  
Fax: (502) 584-5773  
<http://kda.ky.gov>



Joseph U. Meyer  
Acting Secretary

Wayne Onkst  
State Librarian

April 28, 2010

Honorable Henry W. Bertram  
County Judge/Executive  
Pendleton County Courthouse  
233 Main Street, Room 4  
Courthouse Square  
Falmouth, KY 41040

Dear Judge Bertram:

Since the terms of Patrick Clore and Courtney Stephenson, of the Pendleton County Public Library Board of Trustees will soon expire, we hereby submit the following names for your consideration in filling the vacancies (new terms to expire June 30, 2014):

For Patrick Clore's term:

Patrick Clore  
7239 Hwy. 27N  
Butler, KY 41006

Gene Keams  
201 Chapel Street  
Falmouth, KY 41040

For Courtney Stephenson's term:

Courtney Stephenson  
3801 Fishing Creek Road  
Falmouth, KY 41040

JoEllen Kearns  
201 Chapel Street  
Falmouth, KY 41040

As required by KRS 173, these appointments are to be made by you, "with the approval of the Fiscal Court." Please send copies of your order and the resulting Fiscal Court action to my office for our official files.

Sincerely,

*Wayne Onkst*

Wayne Onkst  
State Librarian and Commissioner

Cc: Cheri R. Figgins, Library Director  
Charlotte McIntosh, Regional Librarian

KentuckyUnbridledSpirit.com



An Equal Opportunity Employer M/F/D

**In Re: Host Agreement Committee Minutes**

Judge Bertram presented the minutes from the May 17, 2010 Host Agreement Committee meeting. This was informational only, no action taken.

**Pendleton County  
Host Agreement Committee  
Meeting Minutes  
May 17, 2010**

The Pendleton County Host Agreement Committee met to review the 2006 (10 Year) Host Agreement with Rumpke Inc. per Host Agreement Section 18.01. Those attending the meeting were Todd Rumpke, Fred Edwards, Judge Henry Bertram and visitor John Hartings who is the new Pendleton County Landfill Manager.

Discussion was held dealing with "Free Day", 109 Board Scholarships and other related landfill matters, but it was decided that there was no need to change any part of the existing host agreement. Meeting adjourned for one year unless special called meeting is needed.

*Henry W. Bertram*  
Henry W. Bertram  
Pendleton County Judge/Executive

*Fred Edwards*  
Fred Edwards  
Pendleton County Solid Waste Coordinator

**In Re: Court Order Transfers**

Judge Bertram presented and reviewed the Budget Account Transfers, whereupon Squire Veirs made a motion, seconded by Squire Fogle that the following Budget Account Transfers be accepted and approved as presented, motion carried.

**PENDLETON COUNTY FISCAL COURT  
TUESDAY MAY 25, 2010  
7:00 PM  
COURT ORDER TRANSFERS**

**General Fund**

Transfer from (01-9200-999) Reserve for Transfers to the following accounts:

01-5001-445	Co. Judge Office Supplies	\$1,000.00
01-5047-576	Tax Administrator Travel	\$ 5.00
01-5065-193	Election Commissioners Salary	\$ 900.00
01-5065-593	Voting Machine Maintenance	\$1,505.00
01-5070-399	Planning Comprehensive	\$1,500.00
01-7700-602	Principal on Lease	\$ 13.00

**Jail Fund**

Transfer from (03-9200-999) Reserve for Transfers to the following accounts:

03-5101-592	Maintenance & Repair Vehicles	\$ 500.00
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**Ambulance Fund**

Transfer from (09-9200-999) Reserve for Transfers to the following accounts:

09-5140-445	Office Supplies	\$ 100.00
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Henry W. Bertram

Fiscal Court Clerk

**In Re: Payment of Claims**

Judge Bertram presented and reviewed the Payment of Claims. Whereupon a motion was made by Squire Wells, seconded by Squire Fogle that the following claims be allowed and ordered paid out of the following funds, motion carried.

**Pendleton County Fiscal Court  
Voucher Claims Register**

General Fund

From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
Voucher No. 11-5179	Vendor SCHWAAB	SCHWAAB, INC.			Voucher Date 05/25/2010	
11-0125	01-5001-445-	CO. JUDGE/EXEC., OFFICE SUPPLIES	A10476	611473	OFFICE SUPPLIES-INK PADS	34.90
Voucher Totals						34.90
Voucher No. 11-5180	Vendor MODERN LEA	MODERN LEASING			Voucher Date 05/25/2010	
11-0125	01-5001-445-	CO. JUDGE/EXEC., OFFICE SUPPLIES	6739823344	752975	COPIER LEASE JUDGES OFFICE	527.50
Voucher Totals						527.50
Voucher No. 11-5181	Vendor OFFICEDEPO	OFFICE DEPOT			Voucher Date 05/25/2010	
11-0125	01-5001-445-	CO. JUDGE/EXEC., OFFICE SUPPLIES	518221187001	611468	JUDGES OFFICE SUPPLIES	138.54
Voucher Totals						138.54
Voucher No. 11-5182	Vendor SCHLUETER	JENNY SCHLUETER			Voucher Date 05/25/2010	
11-0125	01-5047-576-	TAX ADMINISTRATOR TRAVEL		611523	128 MILES @ .43 A MI KOLA CONFERENCE REIMBURSEMET	55.04
Voucher Totals						55.04
Voucher No. 11-5183	Vendor CO CLERK	PENDLETON COUNTY CLERK			Voucher Date 05/25/2010	
11-0125	01-5065-193-	ELECTION COMMISSIONERS SALARIES		752956	COUNTY BOARD MEMBER 2010 PRIMARY	300.00
Voucher Totals						300.00
Voucher No. 11-5184	Vendor CALDWELL	DIAN CALDWELL			Voucher Date 05/25/2010	
11-0125	01-5065-193-	ELECTION COMMISSIONERS SALARIES		752955	COUNTY BOARD MEMBER 2010 PRIMARY ELECTION	300.00
Voucher Totals						300.00
Voucher No. 11-5185	Vendor BRENDA S	BRENDA SMITH			Voucher Date 05/25/2010	
11-0125	01-5065-193-	ELECTION COMMISSIONERS SALARIES		752954	COUNTY BOARD MEMBER 2010 PRIMARY ELECTION	300.00
Voucher Totals						300.00
Voucher No. 11-5186	Vendor LONGWORTH	LINDA LONGWORTH			Voucher Date 05/25/2010	
11-0125	01-5065-194-	ELECTION TABULATORS		752958	TABULATOR 2010 PRIMARY ELECTION	35.00
Voucher Totals						35.00
Voucher No. 11-5187	Vendor KATHYHENDY	KATHY HENDY			Voucher Date 05/25/2010	
11-0125	01-5065-194-	ELECTION TABULATORS		752960	HELP WITH 2010 PRIMARY ELECTION	35.00
Voucher Totals						35.00
Voucher No. 11-5188	Vendor DARLENEFAU	DARLENE FAULKNER			Voucher Date 05/25/2010	
11-0125	01-5065-194-	ELECTION TABULATORS		752959	TABULATOR- 2010 PRIMARY ELECTION	35.00
Voucher Totals						35.00
Voucher No. 11-5189	Vendor BROWN	MICHELLE BROWN			Voucher Date 05/25/2010	
11-0125	01-5065-194-	ELECTION TABULATORS		752961	HELP WITH 2010 PRIMARY ELECTION	35.00
Voucher Totals						35.00
Voucher No. 11-5190	Vendor MOORE'S	MOORE'S GLASS & METAL FABRICATING INC.			Voucher Date 05/25/2010	
11-0125	01-5065-603-	VOTING MACHINE MAINTENANCE		752957	VOTING MACHINE CUSTODIAN	35.00

Pendleton County Fiscal Court  
Voucher Claims Register

General Fund  
From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
11-0125	01-5085-693-	VOTING MACHINE MAINTENANCE		752952	2010 PRIMARY ELECTION VOTING MACHINE SETUP	2,345.00
Voucher No. 11-5191 Vendor NKAPC NORTHERN KY AREA PLANNING COMMISSION						Voucher Totals 2,380.00
11-0125 01-5070-399- PLANNING - COMPREHENSIVE 598 811504 HUTCHINSON PLATT						Voucher Date 05/25/2010
Voucher No. 11-5192 Vendor INDUSTRIAL PENDLETON CO INDUSTRIAL AUTHORITY						Voucher Totals 110.00
11-0125 01-5070-878- P & Z UTILITIES 752033 P&Z UTILITY REIMBURSEMENT						Voucher Date 05/25/2010
Voucher No. 11-5193 Vendor STRAUSS STRAUSS & TROY						Voucher Totals 100.00
11-0125 01-5070-399- PLANNING - COMPREHENSIVE 752992 PROFESSIONAL SERVICES P&Z						Voucher Date 05/25/2010
Voucher No. 11-5194 Vendor HENRY BERT HENRY BERTRAM						Voucher Totals 1,500.00
11-0125 01-5080-411- COURTHOUSE CUSTODIAL SUPPLIES 752091 REIMBURSEMENT FOR WEEDKILLER						Voucher Date 05/25/2010
Voucher No. 11-5195 Vendor OFFICEDEPO OFFICE DEPOT						Voucher Totals 7.92
11-0125 01-5080-411- COURTHOUSE CUSTODIAL SUPPLIES 752942 CUSTODIAL SUPPLIES						Voucher Date 05/25/2010
Voucher No. 11-5196 Vendor FALMOUTH CITY OF FALMOUTH						Voucher Totals 5.85
11-0125 01-5120-507- FIRE DEPARTMENT CONTRIBUTIONS 811508 APRIL FIRE RUNS						Voucher Date 05/25/2010
Voucher No. 11-5197 Vendor ST.ELIZBUS ST. ELIZABETH BUSINESS HEALTH CENTER						Voucher Totals 3,055.00
11-0125 01-5210-445- OFFICE SUPPLIES SOLID WASTE 290275 611513 DRUG SCREEN FRED EDWARDS						Voucher Date 05/25/2010
Voucher No. 11-5198 Vendor PEND WATER PENDLETON COUNTY WATER DISTRICT						Voucher Totals 39.00
11-0125 01-5227-548- SEWER & WATER - SPECIAL PROJECTS 752935 ENGINEERING SERVICES WATERLINE PROJECT						Voucher Date 05/25/2010
Voucher No. 11-5199 Vendor HMB HMB PROFESSIONAL ENGINEERS, INC.						Voucher Totals 1,460.00
11-0125 01-5227-548- SEWER & WATER - SPECIAL PROJECTS 752956 ENGINEERING EAST PENDLETON WATERLINE						Voucher Date 05/25/2010
Voucher No. 11-5200 Vendor TILTON TILTON EXCAVATING, LLC						Voucher Totals 10,431.00
11-0125 01-5227-548- SEWER & WATER - SPECIAL PROJECTS 752987 CONSTRUCTION EAST PC WATERLINE PROJECT						Voucher Date 05/25/2010
Voucher No. 11-5201 Vendor RECREATION COMMUNITY RECREATION COMMISSION						Voucher Totals 34,179.00
11-0125 01-5405-107- RECREATION - SUPER / DIRECTOR 752879 1/2 SALARY RECREATION DIRECTOR MAY						Voucher Date 05/25/2010
						Voucher Totals 1,803.82
						1,803.82

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Pendleton County Fiscal Court  
Voucher Claims Register

General Fund  
From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
Voucher No. 11-5202 Vendor LOGAN LOGAN LUMBER COMPANY						Voucher Date 05/25/2010
11-0125 01-5405-407- RECREATIONAL TRAIL CONSTRUCTION 9277 611483 TRAIL BOUNDARY FENCE POST						Voucher Totals 792.00
Voucher No. 11-5203 Vendor NOKYTOURM NORTHERN KENTUCKY TOURISM REGION INC.						Voucher Date 05/25/2010
11-0125 01-5420-507- TOURISM CONTRIBUTIONS FY2010-11 752966 FY 2010-11 NK TOURISM ADVERTISING						Voucher Totals 272.00
Voucher No. 11-5204 Vendor WATERLINE THE FIFTH THIRD BANK						Voucher Date 05/25/2010
11-0125 01-7700-602- PRINCIPAL ON LEASE - COLT 1010285037 752950 PRINCIPAL ON WATERLINE PROJECT						Voucher Totals 70,629.83
11-0125 01-7700-600- INTEREST ON LEASE - COLT 752950 INTEREST ON WATERLINE PROJECT						Voucher Date 05/25/2010
Voucher No. 11-5205 Vendor BANKOFNEW THE BANK OF NEW YORK TRUST CO., NA						Voucher Totals 10,052.93
11-0125 01-7700-606- INTEREST ON LEASE - COLT 158 752958 WATER DIST LEASE PAYMENT #158 INTEREST						Voucher Date 05/25/2010
						Voucher Totals 281.64
						281.64
						27 Vouchers Printed Totalling 138,896.00

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Pendleton County Fiscal Court  
Voucher Claims Register

Jail Fund  
From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
Voucher No. 11-5217		Vendor MARYGILLES	MARY GILLESPIE			
11-0325	03-5101-399-	MISCELLANEOUS CONTRACTUAL SERVICES		752984	TRANSPORT 6 HRS @ \$8 AN HOUR	48.00
Voucher Totals						48.00
Voucher No. 11-5218		Vendor MIDWESTAUT	GLENN STEINKAMP - MIDWEST AUTOMOTIVE			
11-0325	03-5101-592-	MAINTENANCE & REPAIR - VEHICLES	5749	752951	TOWING JAILER VEHICLE, DIAGNOSE & REPLACE MAG	426.57
Voucher Totals						426.57
2 Vouchers Printed Totalling						474.57

Pendleton County Fiscal Court  
Voucher Claims Register

Ambulance Fund  
From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
Voucher No.	11-5219	Vendor	TERM INTNL	TERMINIX		Voucher Date
11-0925	09-5140-346-	PEST CONTROL	1185247	611524	07-01-10 THRU 07-01-11 TERMIT PLAN RENEWAL	244.00
					Voucher Totals	244.00
Voucher No.	11-5220	Vendor	OFFICEDEPO	OFFICE DEPOT		Voucher Date
11-0925	09-5140-445-	OFFICE SUPPLIES	518220403001	611467	BLACK TONER CARTRIDGE FOR PRINTER	151.25
					Voucher Totals	151.25
2 Vouchers Printed Totalling						395.25

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Pendleton County Fiscal Court  
Voucher Claims Register

Road Fund  
From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
Voucher No.	11-5206	Vendor	OFFICEDEPO	OFFICE DEPOT		Voucher Date
11-0225	02-6103-445-	ROAD SUPERVISOR - OFFICE SUPPLIES	519124689001	611525	OFFICE SUPPLIES ROAD DEPT	14.44
					Voucher Totals	14.44
Voucher No.	11-5207	Vendor	HILLTOP	HILLTOP STONE LLC		Voucher Date
11-0225	02-6105-409-	CRUSHED STONE & GRAVEL	860272	605342	HALEY ROAD BRIDGE MATERIALS	104.62
					Voucher Totals	104.62
Voucher No.	11-5208	Vendor	ALLSTATEPE	ALLSTATE PETERBILT GROUP OF CINCINNATI		Voucher Date
11-0225	02-6105-441-	MACHINERY AND EQUIPMENT	Y-289	752970	2009 PETERBILT	64,562.00
					Voucher Totals	64,562.00
Voucher No.	11-5209	Vendor	SURPLUS	KENTUCKY STATE TREASURER		Voucher Date
11-0225	02-6105-441-	MACHINERY AND EQUIPMENT		752936	WOOD CHIPPER	5,500.00
					Voucher Totals	5,500.00
Voucher No.	11-5210	Vendor	MOTRIM	MOTRIM, INC.		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS		605324	2 MOWER BLADES	349.01
					Voucher Totals	349.01
Voucher No.	11-5211	Vendor	RIVER TRAC	RIVERSIDE TRACTOR & EQUIPMENT LLC		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS	120143	605328	FILTER FUEL & SEAL KIT, FREIGHT	33.41
					Voucher Totals	33.41
Voucher No.	11-5212	Vendor	H&MTRUCK	HOWARD PYLES		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS		605341	4 TIRE REPAIRS	40.00
					Voucher Totals	40.00
Voucher No.	11-5213	Vendor	LAWSON PRO	LAWSON PRODUCTS		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS	9217504	605304	SUPPLIES FOR SHOP	84.08
					Voucher Totals	84.08
Voucher No.	11-5214	Vendor	ST.ELIZBUS	ST. ELIZABETH BUSINESS HEALTH CENTER		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS	290275	611510	DRUG SCREEN -T ANTROBUS	39.00
					Voucher Totals	39.00
Voucher No.	11-5215	Vendor	SCOTT-GRO	SCOTT-GROSS COMPANY, INC.		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS	1678967	611511	OXYGEN CYLINDERS	29.45
					Voucher Totals	29.45
Voucher No.	11-5216	Vendor	NORTON	TIM NORTON AUTO SERVICE L.L.C.		Voucher Date
11-0225	02-6105-447-	ROAD MATERIALS	19987	752944	2 TRACTOR TUBES	310.00
					Voucher Totals	310.00
11 Vouchers Printed Totalling						71,066.01

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Pendleton County Fiscal Court  
Voucher Claims Register

911 Fund Fund  
From: 05/25/2010 To: 05/25/2010

Batch	Account No.	Account Name	Invoice	P.O. No.	Claim Description	Amount
Voucher No. 11-5221		Vendor MODERN LEA	MODERN LEASING	Voucher Date 05/25/2010		
11-7525	75-5145-399-	MISCELLANEOUS CONTRACTUAL SERVICE	6733623343	752976	COPIER LEASE DISPATCH	361.38
Voucher Totals						361.38
Voucher No. 11-5222		Vendor FRENCH STA	STACEY FRENCH	Voucher Date 05/25/2010		
11-7525	75-5145-509-	911 STAFF TRAINING		752937	REIMBURSEMENT FOR TRAINING TRAVEL & MEALS	88.17
Voucher Totals						88.17
2 Vouchers Printed Totalling						449.55

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In Re: Closing Remarks

Judge Bertram informed the court that Tony Wilder called today and informed him that Pendleton County had been awarded an energy grant to install a new heating system in the Courthouse.

Tim Antrobus reported that at least 10 bridge approaches and 1 culvert had been washed out during the recent flooding.

In Re: Adjournment

Squire Wells made a motion, seconded by Squire Whaley that this meeting be adjourned, to meet again in regular session on June 8<sup>th</sup>, 2010, subject to any called meetings, motion carried.

ATTEST:

Henry W. Bertram

Pendleton County Fiscal Court Clerk